

MANSFIELD TOWNSHIP COMMITTEE MEETING

October 8, 2014

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mr. Misertino made a motion to approve the passage of the minutes from the Special Meeting held on September 18, 2014, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

Mayor Tomaszewski made a motion to hold the Executive Session minutes from September 18, 2014.

Mr. Clancy made a motion to approve the minutes from the regular meeting held on September 24, 2014, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher

Nays: None

Absent: None

Abstain: Mayor Tomaszewski

Mayor Tomaszewski made a motion to approve the passage of the minutes from the Special Meeting held on October 2, 2014, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: Mr. Clancy, Mrs. Kocher

BILL LIST:

Mr. Watters asked about the bill on page 6 and 7 for the tree removal on the bike path and the walking path.

Mr. Misertino stated that this was on the bike path by his house.

Mr. Watters asked if this was stuff that could not be done by the DPW.

Mr. Misertino stated that the tree was split so it was better to be done by a contractor.

Mr. Watters made a motion to approve the bill list, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

CLERKS REPORT

Mr. Watters made a motion to approve the raffle application for Saint Theodore's church for the Tricky tray to be held on December 6, 2014, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

Mr. Misertino made a motion to approve the raffle application for Saint Theodore's Church for the 50/50, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

ENGINEERS REPORT:

Mr. DiSessa spoke to the Township Committee about a project that he would like to apply for Municipal Aid grant for the year 2015. The road is Watters Road and Heiser Road. The road is eroding away and is need of repair.

Mr. Watters asked if there is only one application that could be submitted.

Mr. DiSessa stated that more than one application can be submitted and he could apply for

Mr. Watters made a motion for Mr. DiSessa to apply for the Municipal Aid grants for Watters Road and Heiser Road, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

Mr. DiSessa stated that he had given the Township Committee a copy of recommendation of how to repair the Tennis courts in Kensington.

Mr. Watters asked if the Crack repair is something that the DPW could do.

Mr. DiSessa stated that this is work that would need to be done by a contractor that deals with tennis courts.

EMPLOYEE REPORTS:

Mrs. Fascenelli gave a follow up report on the Drug Take back 33 residents participated in this event. Mrs. Fascenelli thanked Mrs. Kries for her time for this event. Mrs. Fascenelli also explained that the Electronics, Scrap Metal, and Corrugated Plastic event and the totals that were taken in.

PRESENTATION: Tom Ferry, CPA 2013 Annual Audit

Mr. Ferry went through the highlights of the Audit. At present the Township has \$627,000 for tax title liens which we should liquidate. Mr. Ferry explained the bonds from 2001 will be on the books through the year 2021 and the bond from 2003 will be on the books through 2026 which are refunding bonds and \$55,000 comes due for this which was placed in the budget. This could be placed into the Capital budget so that we can fund with cash instead of bonding.

Mr. Ferry went through the comments on page 96.

Mrs. Kocher asked if the Tax Collection rate had anything to do with the Reassessment.

Mr. Ferry stated that this is just the amount that is collected and has nothing to do with the Reassessment.

RESOLUTION:

TOWNSHIP OF MANSFIELD COUNTY OF WARREN, STATE OF NEW JERSEY RESOLUTION 2014-110

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2013 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Financial Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body has personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be

fined not more than one thousand dollars (\$1,000.00) or imprisoned
for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Mansfield, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Mr. Watters made a motion to approve the passage of Resolution 2014-110, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

ORDINANCE:

Second Reading

Mayor Tomaszewski presented Capital Ordinance 2014-02 for public comment; seeing that there were no comments the public comment portion was closed.

CAPITAL ORDINANCE NUMBER – CA-2014-02

**AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY, APPROPRIATING \$6,100.00 FOR INSTALLATION OF A DIGITAL
VIDEO SURVEILLANCE SYSTEM**

WHEREAS, there is a need for a video surveillance system to ensure the safety of the employees in the Mansfield Township Municipal Building; and

WHEREAS, it has been recommended that a video surveillance system be purchased;

BE IT ORDAINED by the Township Committee of the Township of Mansfield, Warren County, New Jersey, as follows:

- The amount of \$6,100.00 is hereby appropriated from the Capital Improvement Fund in the general capital fund.
- There is no debt incurred by this Ordinance
- This ordinance shall take effect immediately after final passage, approval and publication as provided by law.

Mr. Watters made a motion to approve the passage of Capital Ordinance 2014-02 and requested that the results be advertised, which was seconded by Mayor Tomaszewski.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

Mayor Tomaszewski made a motion to go into Executive Session to discuss a Personnel Matter, Litigation, and a Contractual Matter at 8:07pm, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

Return from Executive Session at 8:35pm

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Mr. Lavery explained that the Committee went into Executive Session and discussed Personnel, Zoning Contractual, and Shared Service matters and that the minutes will be available when the information is no longer a potential issue to the township.

Mr. Misertino made a motion to issue a RICE notice to the person that was discussed in Executive Session, which was seconded by Mr. Watters.

Mr. Misertino made a motion to approve the minutes from the Executive Session held on September 18, 2014, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mayor Tomaszewski
Nays: Mr. Clancy, Mrs. Kocher
Absent: None
Abstain: None

Mr. Clancy made a motion to approve the Best Practices as presented, which was seconded by Mrs. Kocher.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

PUBLIC PORTION: (3 minute limit per person)

Mr. Proefrock, Diamond Hill, stated that he has some concerns about the financial issues and asked Mr. Misertino and Mr. Watters about the comments in the audit and why there wasn't a handle of what was going on.

Mr. Misertino stated that he had nothing to do with the issues in the Audit as it was from 2013.

Mr. Watters stated that the Township was under contract and we are now making changes to rectify the situation.

COMMITTEE PERSON COMMENTS:

Mr. Misertino stated that there is an issue with the soccer fields with Adults playing on the field and there have been issues with damages to the field.

Mr. Lavery stated that he would like to have a policy in place for field protection during inclement weather.

Mr. Clancy made a motion to have the resolution for the Township Committee to be able to call in when missing a meeting.

Mr. Misertino wanted to have this tied into the missed meeting ordinance to clarify the rules.

Mr. Clancy made a motion to reintroduce resolution for Committee members to be able to call in when they are unable to attend a meeting, which was seconded by Mrs. Kocher.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher

Nays: Mr. Watters

Absent: Mayor Tomaszewski

Abstain: None

Mr. Watters made a motion to adjourn 8:56pm, which was carried by all.